

BOARD OF MADISON COUNTY COMMISSIONERS
July 18, 2016, Meeting Minutes

On Monday, July 18, 2016, a meeting of the Board of Madison County Commissioners came to order at 9:40 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners David Schulz, Chairman, Jim Hart, and Ron Nye present. Laurie Buyan, Commissioners' Assistant, was present to take minutes.

Those people in attendance at the meeting were Ryan Schlichting, Bonnie O'Neill, Lisa Brubaker, Maureen Lennon, Justin Ekwall, Roy Hill, Hue Croy, and Gayle Schabarker.

Approval of Minutes: Jim Hart moved to approve the July 18, 2016, meeting minutes with corrections. Ron Nye seconded the motion. All voted aye and the motion carried.

District 2 Motor Grader Selection: The Board discussed the selection of a motor grader for Road District 2. Ryan Schlichting, RDO, was present for this portion of the meeting. Following discussion, Ron Nye moved to accept the bid from RDO Equipment Co. for a 2016 John Deere Model 772G Motor Grader for the amount of \$327,355, with a trade in allowance of \$79,000, and with an extended warranty of 84 months, 11,000 hours included, with a 0 deductible, for a total purchase price of \$248,355. Jim Hart seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Journal Vouchers: Ron Nye moved to approve journal vouchers for the 6/16 accounting period. Jim Hart seconded the motion. All voted aye and the motion carried.

Moore's Creek Culvert Replacements – Pay Request #4: Following discussion, Jim Hart moved to approve Contractor's Application for Payment No. 4, for the Moore's Creek Culvert Replacement Project for a gross amount of \$166,949.67, with \$1,669.50 going to the state for the Montana gross receipts tax and \$165,280.17 going to the contractor, as submitted by Great West Engineering. Ron Nye seconded the motion. All voted aye and the motion carried.

Moore's Creek Culvert Replacements – Change Order #3: Following discussion, Jim Hart moved to approve Change Order No. 3, for the Moore's Creek Culvert Replacement Project for additional cost of mobilization to pave U.S. Highway Culvert site for \$5,000, to remove and replace crushed top surfacing in the parking lot at the direction of the County Road Foreman for the amount of \$2,000, to install two new drop inlet structures along Main Street to improve runoff collection for the amount of \$6,000, minus the cost to temporarily relocate overhead power for contractor operations in the amount of \$9,328.71, which was the responsibility of the contractor but paid by the County, for a total change order of \$3,671.29, as submitted by Great West Engineering. Ron Nye seconded the motion. All voted aye and the motion carried.

Bonnie O'Neill, Human Resource Officer, met with the Board to discuss the following topics:

- **FastHealth Application Management System:** Bonnie discussed an application management program that could be used to streamline the application process for County departments that are recruiting for new employees. Bonnie stated that the County currently uses paper applications, which includes manually distributing and collecting the applications. This program would make it faster and easier for candidates to apply but could also be by-passed if there were a need to use the current application process. The program would be customized for the needs of Madison County and would track EEOC information along with other candidate information. Bonnie stated that she has negotiated the price down from what she was originally quoted and is working to get it reduced further. She also noted that she has discussed it with the administrators of both nursing homes and both are very interested. Bonnie will discuss the program with Chris Hunt, IT Manager,

to make sure it is compatible with the County system. The Board concurred that Bonnie should continue to research this program.

- **Employee Identification Badge:** Bonnie discussed the need for identification badges for County employees for risk management and liability reasons, noting that she has discussed the proposal with the Sheriff and that he and Larry Taylor, Detention Officer, have agreed to help create the badges. Bonnie discussed the cost of making each badge and the possibility of creating a policy requiring them to be returned when someone leaves employment with the County. After discussion, Jim Hart moved to authorize Bonnie to move forward with creating identification badges for all employees except those for whom wearing a badge on their clothing may create a safety hazard, such as road crews and weed crews, but that it would be mandatory for all administrative and clerical personal to wear a badge. Ron Nye seconded the motion. All voted aye and the motion carried.

VOCA Grant Budget Request: Lisa Brubaker, Victim's Advocate, met with the Board to discuss additional funding in the VOCA Grant. Lisa presented a list of proposed expenditures that could be used towards the grant. Lisa and the Board discussed the options for using the grant funding such as updated office equipment, training opportunities, increased hours, additional salary, and employer costs. Lisa stated that she did not want to turn funds back to the State as this could cause a negative effect on future funding. After much discussion, the Board requested a complete breakdown of the revised budget proposed for the program and continued this topic to Tuesday, July 19, 2016, at 10:00 a.m.

Preparation Meeting for Personnel Hearing: At 11:35 a.m., the meeting was closed to prepare for a conference call related to a personnel matter. Minutes for this portion of the meeting will be sealed and submitted to the County Attorney's Office.

Personnel Hearing: The meeting was reconvened at 1:00 p.m. for a personnel hearing via telephone with the Montana State Unemployment Division. Those present for the hearing were Maureen Lennon, MACo Personnel Attorney, Justin Ekwall, Deputy County Attorney, Bonnie O'Neill, Human Resource Officer, and Roy Hill, Hue Croy, and Gayle Schabarker, District 3 Road Crew. This portion of the meeting was recorded by the Unemployment Division.

At 4:45 p.m. the remainder of the meeting was continued to 10:00 a.m. on Tuesday, July 19, 2016.

Tuesday, July 19, 2016: The meeting was reconvened on Tuesday, July 19, 2016, at 10:05 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners David Schulz, Chairman, and Jim Hart, present. Laurie Buyan, Commissioners' Assistant, was present to take minutes.

VOCA Grant Budget Request: Lisa Brubaker, Victim's Advocate, met with the Board to discuss the VOCA Grant funding. Lisa presented an updated list of proposed expenditures for the program. Following much discussion, Jim Hart moved to accept the VOCA Grant funding as listed on the Victim's Advocate expenditure sheet, with a letter from the Victim Advocate stating that in case the grant provides less funding in subsequent years, the position will be paid based on the amount of the grant monies received and at a rate not less than the current department head wage, as outlined in the salary resolution for Madison County. David Schulz seconded the motion. All voted aye and the motion carried.

Bond Call Request: Following review, Jim Hart moved to approve the letter, dated July 18, 2016, to Brandon Elzinga, U.S. Bank Global Corporate Trust, requesting the paying agent to issue a redemption notice to bondholders for prepayment of certain special assessment bonds. David Schulz seconded the motion. All voted aye and the motion carried.

Airports: The Board discussed the following airport related topics.

- **Pay Request for Ennis Airport AIPs:** Following review, Jim Hart moved to approve Pay Request #5 for the Big Sky (Ennis) Airport Improvements Project (AIP 3-30-0090-015-2015) in the amount of \$1,064,924.82, as prepared by Robert Peccia and Associates. David Schulz seconded the motion. All voted aye and the motion carried. Jim Hart moved to approve Pay Request #6 for the Big Sky

(Ennis) Airport Improvements Project (AIP 3-30-0090-013-2014) in the amount of \$345,464.17, as prepared by Robert Peccia and Associates. David Schulz seconded the motion. All voted aye and the motion carried.

- **Twin Bridges Airport Layout Plan:** Following review, Jim Hart moved to approve the Twin Bridges Airport Layout Plan revised signature page as prepared by Robert Peccia and Associates for Madison County in cooperation with the Federal Aviation Administration and the Montana Aeronautics Division. David Schulz seconded the motion. All voted aye and the motion carried.

OVH Trail Steward Grant Support Letter: Following review, Jim Hart moved to approve the letter to Erin Proctor, OHV Program Manager, dated July 15, 2016, to continue to be partners and to support the Winter Snowmobile Ranger Program in the Mount Jefferson Management Area to protect undeveloped character, provide recreation opportunities in a remote alpine setting, and secure wildlife habitat. David Schulz seconded the motion. All voted aye and the motion carried.

Amendment #1 to Great West Task Order #5 (MVM Parking Lot): Following discussion and review of an email from Darcel Cook, Madison Valley Manor Administrator, recommending approval, Jim Hart moved to approve Amendment #1 to Task Order #5, Madison Valley Manor Parking Lot Concept Study, for an additional amount of \$30,600 added to the original amount of \$11,000, for a total task order amount of \$41,600. David Schulz seconded the motion. All voted aye and the motion carried.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 11:30 a.m.

Next meeting: The next regular Commission meeting will be held on Monday, July 25, 2016, beginning at 9:30 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana.

David Schulz, Chairman
Board of Madison County Commissioners

Date Approved: July 25, 2016

Minutes prepared by:

Laurie Buyan, Administrative Assistant

Attest: _____
Kathleen Mumme, Clerk and Recorder, Madison County